

CHAPTER 6 OFF-STREET PARKING AND LOADING FACILITIES

Section 600.00 Off-Street Parking and Loading Facilities

Section 600.01 Purpose

These regulations are intended to provide for adequate off-street parking and loading facilities in proportion to the anticipated parking needs created by each use. These regulations further establish uniform design standards for parking spaces, aisles, and access ways for the functional performance of such facilities in an aesthetically satisfactory manner, in order to reduce congestion on streets, and to minimize unwanted impacts to adjacent property owners.

Section 600.02 General Requirements

- A. The requirements of this Chapter shall not apply to any existing buildings or structures, except where there is a change of use.
- B. No building or structure shall be erected, substantially altered, or its use changed unless permanently maintained off-street parking and loading spaces have been provided in accordance with the provisions of this Resolution.
- C. Whenever a building or structure constructed after the effective date of this Resolution is changed or enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise to create a need for an increase in the number of existing parking spaces, additional parking spaces shall be provided on the basis of the enlargement or change.
- D. Whenever a building or structure existing prior to the effective date of this Resolution is enlarged to the extent of fifty percent (50%) or more employees, number of housing units, seating capacity or otherwise, said building or structure shall then and thereafter comply with the full parking requirements set forth herein.
- E. Parking spaces for drivers with disabilities shall be provided as required in Section 600.07.
- F. In all instances where parking is required, except for single-family and two-family residential uses, a minimum of five (5) parking spaces shall be provided.
- G. Unless there is a change in use requiring a lesser number of spaces, the number of spaces shall not be reduced below the minimum requirements of this Section, unless otherwise specified.
- H. Except for single-family and two-family residential dwellings, the parking areas for all other uses shall be designed in such a manner that any vehicle leaving or entering the parking area from or onto a public or private street shall be travelling in a forward motion.
- I. All off-street parking facilities shall be permanently maintained by the owners or occupants as long as the use they serve exists.

- J. All off-street parking facilities shall have vehicular access to a street.
- K. Land used to provide the required off-street parking facilities shall not be used for any other purposes, except for temporary events, in compliance with the requirements of this Resolution.
- L. All off-street parking facilities shall be designed so that emergency vehicles and fire apparatus can serve such developments.
- M. Circulation areas shall be designed so vehicles can proceed safely without posing a danger to pedestrians and without interfering with parking areas.

Section 600.03 Off-Street Parking Space Dimensions

All off-street parking spaces shall have a minimum rectangular dimension as specified in Schedule 600.03. All dimensions shall be exclusive of driveways, aisles, and other circulation areas.

**Schedule 600.03
Minimum Dimensions of Off-Street Parking Spaces**

| Parking Space Design | Width | Length |
|-----------------------------|--------------|---------------|
| 90 degree Parking | 9 feet | 18 feet |
| 60 degree Parking | 9 feet | 18 feet |
| 45 degree Parking | 9 feet | 18 feet |
| Parallel Parking | 9 feet | 23 feet |

Section 600.04 Location of Parking Areas

The following regulations shall govern the location of off-street parking spaces and areas:

- 1. Single-Family, Two-Family and/or Three-Family Residences
 - A. All parking areas shall be located on the same lot that the principal use is located.
 - B. Residences shall have garages or parking areas for at least two (2) motor vehicles per dwelling unit.
- 2. Apartment and Multi-Family Residences and All Other Non-Residential Uses
 - a. All parking areas shall be located on the side or rear of buildings in compliance with the corresponding district requirements.
 - b. No part of any parking area intended for ten (10) vehicles or more shall be closer than twenty (20) feet to any dwelling unit, school, hospital, or other institution for human care whether located on the same lot or an adjoining lot, unless separated by a landscaped buffer screen.
 - c. Parking spaces for apartments, dormitories or similar residential uses shall not be located more than three-hundred (300) feet from the principal use.

- d. Parking spaces for commercial, industrial, or institutional uses shall not be located more than seven hundred (700) feet from the principal use.
- e. In no case shall any part of a parking area be closer than twenty (20) feet to any established road right-of-way.

Section 600.05 Design Specifications of Parking Areas for Apartment and Multi-Family Residences and All Other Non-Residential Uses

A. Design Standards

- 1. Entrances and exits shall be located to minimize traffic congestion and avoid undue interference with pedestrian access at street intersections or corners.
- 2. Entrances and exits to the parking area shall be clearly marked.
- 3. All parking areas shall be striped between spaces to facilitate the movement into and out of the parking space.
- 4. All parking areas shall be designed in such a manner that any vehicle leaving or entering the parking area via a public or private street shall be traveling in a forward motion.
- 5. Wheel guards or other suitable devices shall be installed to prevent any part of a parked vehicle from extending beyond the property line, or rolling down slopes.
- 6. Access driveways for parking areas shall be located in such a way that any vehicle entering or leaving such area shall be clearly visible for a reasonable distance to any pedestrian or motorist approaching the access driveway from a public or private street.
- 7. Access roads for one-way and two-way traffic shall have a minimum width of twenty-five (25) feet at the curb cut.
- 8. Location of Access Drives
 - a. One direct private access shall be permitted per parcel or contiguous parcels under common ownership.
 - b. An access drive shall be located where it will not create an offset intersection opposite an existing street, highway, or major commercial or industrial driveway.
 - c. Additional access drives may be permitted provided the following standards are met:
 - 1. Would not adversely affect the safety and operation of the roadway system.
 - 2. Is determined to be necessary for the safe and efficient use of property.
 - 3. Would not adversely affect access to adjacent properties.
 - 4. Complies with the access drive separation distances as specified in Schedule 600.05.A.8.c.4.

Schedule 600.05.A.8.c.4
Access Drive Spacing Requirements

| Driveway Spacing \leq 40mph | | Driveway Spacing $>$ 40mph | |
|---|-------------------------|---|-------------------------|
| Posted Speed | Minimum Distance | Posted Speed | Minimum Distance |
| 25 mph | 150 feet | 45 mph | 495 feet |
| 30 mph | 200 feet | 50 mph | 550 feet |
| 35 mph | 250 feet | 55 mph | 605 feet |
| 40 mph | 325 feet | 60 mph | 660 feet |
| | | 65 mph | 715 feet |

Source: State Highway Access Management Manual, ODOT

Source: Access Management for Streets and Highways, USDOT

B. Width of Driveway Aisles

1. The minimum required driveway aisle width for access to individual parking spaces shall not be less than the requirements as specified in Schedule 600.05.B.1.

Schedule 600.05.B.1
Minimum Width of Driveway Aisles

| Parking Space Design | Width of Driveway Aisle |
|-----------------------------|--------------------------------|
| 90 degree Parking | 25 feet |
| 60 degree Parking | 16 feet |
| 45 degree Parking | 13 feet |
| Parallel Parking | 12 feet |

2. Driveway Aisles for two-way traffic shall have a minimum width of twenty-five (25) feet.
3. Parking areas having more than one driveway aisle shall have directional signs or marking in each driveway aisle.

Section 600.06 Parking Spaces for Handicap Accessibility

All apartment and multi-family residences, and all other non-residential uses shall provide parking spaces for handicap accessibility in accordance with the following regulations:

- A. Parking spaces for handicap accessibility as required by this subsection shall be marked on the plan for the facility and shall be appropriately identified in the facility and restricted for use by eligible drivers.
- B. The handicap accessibility parking spaces shall be located within a reasonable walking distance of the buildings they are designed to serve.
- C. The minimum number of handicap accessibility parking spaces per parking lot shall be required as set forth in Schedule 600.06.C.

**Schedule 600.06.C
ADA Standards for Accessible Design**

| Total Number of Parking Spaces Provided (per lot) | Total Minimum Number of Accessible Parking Spaces (60" & 96" aisles) | Van Accessible Parking Spaces with Minimum 96" wide access aisle | Accessible parking Spaces with minimum 60" wide access aisle |
|---|---|---|---|
| | Column A | | |
| 1 to 25 | 1 | 1 | 0 |
| 26 to 50 | 2 | 1 | 1 |
| Total Number of Parking Spaces Provided (per lot) | Total Minimum Number of Accessible Parking Spaces (60" & 96" aisles) | Van Accessible Parking Spaces with Minimum 96" wide access aisle | Accessible parking Spaces with minimum 60" wide access aisle |
| 51 to 75 | 3 | 1 | 2 |
| 76 to 100 | 4 | 1 | 3 |
| 101 to 150 | 5 | 1 | 4 |
| 151 to 200 | 6 | 1 | 5 |
| 201 to 300 | 7 | 1 | 6 |
| 301 to 400 | 8 | 1 | 7 |
| 401 to 500 | 9 | 2 | 7 |
| 501 to 1000 | 2% of Total parking provided in each lot | 1/8 of Column A* | 7/8 of Column A** |
| 1001 and over | 20 plus 1 for each 100 over 1000 | 1/8 of Column A* | 7/8 of Column A** |
| * 1 out of every 8 accessible parking spaces ** 7 out of every 8 accessible parking spaces | | | |

Section 600.07 Parking Spaces for Bicycles

All apartment and multi-family residences and all other non-residential uses shall provide parking spaces for bicycles in accordance with the following regulations:

- A. Bicycle parking spaces as required by this subsection shall be marked on the plan for the facility and shall be appropriately identified in the facility and restricted for use by eligible drivers.
- B. The bicycle spaces parking spaces shall be located within a reasonable walking distance of the buildings they are designed to serve.
- C. The minimum number of bicycle parking spaces per parking lot shall be required as set forth in Schedule 600.07.C.

**Schedule 600.07.C
Bicycle Parking Space Requirements**

| Total Motor Vehicle Parking Spaces Required | Minimum Number of Bicycle Parking Spaces Required |
|--|--|
| 1-14 | 1 |
| 15-29 | 2 |
| 30-44 | 3 |
| 45-59 | 4 |

| Total Motor Vehicle Parking Spaces Required | Minimum Number of Bicycle Parking Spaces Required |
|---|---|
| 60-74 | 5 |
| 75-99 | 6 |
| 100-199 | 7 |
| 200-299 | 8 |
| 300-400 | 9 |
| 400 and greater | 10 |
| One (1) additional bicycle parking space for each additional 100 motor vehicle parking spaces or fraction thereof | |

Section 600.08 Shared Parking Facilities

Shared parking facilities are encouraged. The purpose of shared parking facilities is to reduce curb cuts onto public roads and reduce impervious surfaces. Any two or more nonresidential uses may jointly provide and share parking spaces when there is sufficient parking spaces available to accommodate the parking space needs of the parties in accordance with the following requirements:

- A. A maximum of fifty (50) percent of the required parking space needs of a particular use may be integrated with the parking space requirements of another use.
- B. The required parking spaces for disabled drivers and for bicyclists shall not be reassigned to the shared parking facility.
- C. The applicants shall submit a written agreement between all parties to the arrangement with the application for a Zoning Certificate.
- D. The parties must demonstrate that the peak hour parking space needs for one use is not during the peak hour parking space needs of another use and that the anytime parking needs of any use will be sufficient for its safe, convenient and efficient operation and will not be hindered by such an arrangement.
- E. The shared parking areas shall be interconnected to the buildings of the agreeing parties by sidewalks or other improved pedestrian way.
- F. The location of the parking areas shall be in accordance with the specifications of Subsection 600.03 and all other applicable requirements of this Resolution.
- G. The applicants also need to submit a written agreement between the parties to the arrangement with the application for a Zoning Certificate.
- H. The location of several types of uses or occupancies in the same building or on the same site may constitute a special circumstance warranting the reduction of parking requirements pursuant to this section.

Section 600.09 Parking Area Landscaping Requirements

Parking areas for apartment and multi-family residences and all other non-residential uses shall be landscaped in accordance with the requirements of Chapter 8 of this Resolution.

Section 600.10 Off-Street Parking Space Requirements

The following off-street parking space requirements are established to ensure that the parking needs associated with the development of land and the increased usage of motor vehicles are met. These regulations are designed to increase safety and lessen congestion on both public and private roads by providing a set of standards for off-street parking spaces according to the amount of traffic generated by each use to eliminate the need for on-street storage of vehicles while ensuring the visual aesthetics of the area.

Off-Street Parking Space Requirements Schedule 600.10

| Type of Use | Minimum Number of Spaces Required |
|--|--|
| A. Residential Uses | |
| 1. Single-Family, Two-Family and Three-Family Dwellings | 2 spaces for every dwelling unit |
| 2. Apartments and Multi-Family (1 Bedroom) | 1.5 spaces for every dwelling unit |
| 3. Apartments and Multi-Family (2 Bedroom) | 3 spaces for every dwelling unit |
| 4. Apartments and Multi-Family (3 Bedroom) | 3 spaces for every dwelling unit |
| 5. Apartments and Multi-Family (4 Bedroom) | 4 spaces for every dwelling unit |
| 6. Bed & Breakfast Establishments, Rooming Houses | 1 space for every guest room, plus the requirements for a normal residential use |
| B. Retail Business Uses | |
| 1. Appliance, Furniture, Household Goods Sales and Repair | 1 space for the first 1,000 sq.ft. of floor area, plus 1 space for each additional 600 sq.ft. of floor area |
| 2. Convenience Stores | 1 space for every 250 sq.ft. of floor area |
| 3. Convenience Stores with gasoline pumps | 1 space for every 250 sq.ft. of floor area, plus the parking requirements of Gas Stations |
| 4. Food or Grocery Stores | 1 space for every 200 sq.ft. of floor area |
| 5. Gas Stations | 2 spaces for each island of pumps, plus 2 spaces for each service stall, plus 1 space for each two employees |
| 6. Restaurants (dine in) | 1 space for every 3 seats and 1 space for every 3 employees |
| 7. Restaurants (fast food or carry out) | or area |
| 8. Shopping Center (Comprised of more than one business use) | |
| 1) Less than 15,000 sq.ft. of floor area | 5 spaces per 1,000 sq.ft. of floor area |
| 2) Between 15,001 and 600,000 sq.ft. of floor area | 4 spaces per 1,000 sq.ft. of floor area |
| 3) More than 600,000 sq.ft. of floor area | 5 spaces per 1,000 sq.ft. of floor area |
| 9. All uses not listed | 1 space for every 200 sq.ft. of floor area |
| C. Service Uses | |
| 1. Barber and Beauty Shops | 1 space for every 150 sq.ft. of floor area |
| 2. Bicycle, Camper, Motor Vehicle, and RV Sales and Service | 1 space for every 200 sq.ft of floor area, plus 1 space for each additional 3,000 sq.ft. of gross land area |
| 3. Catering | 1 space for every 250 sq.ft. of floor area |
| 4. Financial Institutions | 1 space for every 200 sq.ft. of floor area, plus 6 stacking space per drive-in teller service area |
| 5. Hotel/Motel and Bed and Breakfast | 1 space for each guest room, plus 1 space for each employee |
| 6. Indoor Storage Facility | 1 space for every 15 storage units |

| Type of Use | Minimum Number of Spaces Required |
|--|--|
| 7. Motor Vehicle Repair Facility | 2 spaces for each service stall, plus 1 space for each two employees |
| 8. All uses not listed | 1 space for every 250 sq.ft. of floor area |
| D. Office Uses | |
| 1. Business and Professional | 5 spaces for the first 1,000 sq.ft. of floor area, plus 1 space for each additional 300 sq.ft. of floor area |
| 2. Medical and Dental | 4 spaces for each doctor on staff, plus 2 spaces for every employee |
| E. Health Medical and Care Facilities | |
| 1. Children's Day Care and Nursery School Facilities | 1 space for every 10 clients based on the facilities maximum capacity |
| 2. Assisted Living Facilities, Convalescent Centers, Nursing Homes and Geriatric Centers | 1 space for every 5 beds, plus 2 spaces for each 3 employees and 1 space for each doctor on staff |
| 3. Health Clinics | 4 spaces for each doctor on staff, plus 2 spaces for every employee |
| 4. Hospitals and Sanitariums | 1 space for every 2 beds, plus 2 spaces for each three employees |
| F. Public, Education, and Utility Uses | |
| 1. Churches and Places of Worship | 1 space for every 5 seats in main auditorium |
| 2. Colleges, Universities, Vocational Schools | 1 space for every 5 students based on the maximum number of students the facility is designed to accommodate, plus 2 spaces for each 3 employees |
| 3. Elementary, Junior High School | 2 spaces for each classroom |
| 4. High School | 1 space for every 8 students |
| 5. Libraries, Art Galleries, Museums | 1 space for every 800 sq.ft. of floor area |
| 6. All uses not listed | 1 space for every 250 sq.ft. of floor area |
| | |
| G. Recreational and Social Facilities | |
| 1. Amusement Parks (Indoor and Outdoor) | 3 spaces for every 1,000 sq.f.t of floor area, plus 3 spaces for every 1,000 sq.f.t of gross land area |
| 2. Archery Range | 1 space for every 2,000 sq.ft. of gross land area |
| 3. Auditoriums, Gymnasiums, Convention Centers and other Places of Assembly | The number of required spaces shall equal 30% of the seating capacity of the facility |
| 4. Bowling Alleys | 5 spaces per alley plus additional spaces required for affiliated uses (e.g. restaurant) |
| 5. Dance Halls, Skating Rinks | 10 spaces for every 1,000 sq.ft. of floor area |
| 6. Golf (miniature) | 2 spaces per hole |
| 7. Golf (nine holes or more) | 8 spaces per green |
| 8. Handball, Racquet, Squash, and Tennis Courts and Clubs | 4 spaces per court plus additional spaces required for affiliated uses (e.g. restaurant) |
| 9. Parks and Playgrounds | Parks and playgrounds over one acre: one space for each picnic table or 12 spaces for each acre of formal park area, whichever is greater. |
| 10. Swimming Pools | 1 space for every 75 sq.ft. of water area plus 1 space for every 5,000 sq.ft. of gross land area |
| 11. Theaters | 1 space for every 5 seats |

| Type of Use | Minimum Number of Spaces Required |
|-------------------------------|---|
| 12. All uses not listed | 1 space for every 250 sq.ft. of floor area |
| H. Uses in Combination | 100% of the individual use that requires the greatest number, plus 50% of the spaces required by the other uses |
| I. Industrial Uses | 2 spaces per five (5) employees. The total number being the total number of employees on any two consecutive shifts having the largest number of employees. |

J. Off-Street Waiting Spaces for Drive-Thru Facilities

In addition to the parking space requirements as specified in Schedule 600.10 A through I, the following waiting spaces are required for those establishments providing drive-thru facilities.

1. Establishments serving and selling food – eight (8) waiting spaces.
2. Car wash facilities utilizing conveyor or similar system to move vehicles – eight (8) waiting spaces.
3. Car wash facilities (self serve/wash) – four (4) waiting spaces.
4. Facilities with service windows or service entrances such as banks, ticket booths, and similar facilities - 8 waiting spaces, and not less than five (5) spaces per window or stall when there are two (2) or more windows.
5. Gasoline Stations – two (2) waiting spaces per accessible side of a gasoline pump island

Section 600.11 Off-Street Loading and Unloading Space Dimensions

Every building used for commercial or industrial uses shall provide on premises loading and unloading spaces as specified in Section 600.11 and Section 600.12. All dimensions shall be exclusive of driveways, aisles, and other circulation areas. The minimum dimensions of Off-Street Loading and Unloading Spaces shall be required as set forth in Schedule 600.11.

**Schedule 600.11
Minimum Dimensions of Off-Street Loading and Unloading Spaces**

| Width | Length | Overhead Clearance |
|--------------|---------------|---------------------------|
| 12 feet | 50 feet | 15 feet |

Section 600.12 Minimum Number of Commercial Use Loading Spaces Required

The minimum number of off-street loading and unloading space for all commercial uses shall comply with the requirements as specified in Schedule 600.12.

Schedule 600.12
Minimum Number of Loading Spaces Required per Commercial Building

| Gross Floor Area | Minimum Number of Spaces |
|--|---------------------------------|
| 0 - 20,000 square feet | 0 |
| 20,001 - 40,000 square feet | 1 |
| 40,001 - 75,000 square feet | 2 |
| 75,001 - 150,000 square feet | 3 |
| 150,001 - 250,000 square feet | 4 |
| One (1) additional space for each additional 250,000 square feet of gross floor area or fraction thereof | |

Section 600.13 Minimum Number of Industrial Use Loading Spaces Required

The minimum number of off-street loading and unloading space for all industrial uses shall comply with the requirements as specified in Schedule 600.13.

Schedule 600.13
Minimum Number of Loading Spaces Required per Industrial Building

| Gross Floor Area | Minimum Number of Spaces |
|---|---------------------------------|
| 0 - 10,000 square feet | 0 |
| 10,001 - 40,000 square feet | 1 |
| 40,001 - 100,000 square feet | 2 |
| 100,001 - 160,000 square feet | 3 |
| 160,001 - 240,000 square feet | 4 |
| 240,001 - 320,000 square feet | 5 |
| 320,001 - 400,000 square feet | 6 |
| One (1) additional space for each additional 90,000 square feet of gross floor area or fraction thereof | |

Section 600.14 Off-Street Loading and Unloading Spaces Requirements.

Every commercial and industrial building shall provide space on the premises for loading and unloading purposes on the basis of the following regulations:

- A. Access to truck loading and unloading space shall be provided directly from a public road or alley, or from any right-of-way that will not impede the movement of other vehicles or pedestrians and will permit the orderly and safe movement of such trucks.
- B. No portion of the loading area shall project into a road right-of-way
- C. All loading and unloading space shall be located to the rear of the business structures.
- D. Off-street loading and unloading space as required under this subsection shall be provided as area additional to off-street parking spaces as required, and shall not be considered as supplying off-street parking space.

Section 601.00 Paving Requirements

- A. Except for single-family and two-family residences, the required number of parking and loading spaces as set forth in these sections, together with driveways, aisles, and other circulation areas, shall be improved with asphalt or concrete paving, except as specified in Subsection 601.01.
- B. Parking, aisles or circulation areas for single-family and two-family residences can be improved with gravel or limerock subject to approval of the Road Supervisor

Section 601.01 Optional Porous Material Surface Parking Areas

In order to reduce the storm water runoff from a site, an area of the parking surface that is equal to a maximum of fifty (50%) percent of the required number of parking spaces may be improved with porous materials in accordance with the requirements of Subsection 601.02

Section 601.02 Design Requirements for Porous Material Parking Surfaces

- A. The materials used shall be capable of supporting the weight of the anticipated traffic and present no additional safety risks than a paved surfacing would.
- B. The area designated for porous materials shall not be used for the required parking spaces of disabled drivers or bicyclists.
- C. The porous surface parking areas shall be clearly designated by appropriate signage and striping.

Section 602.00 Drainage Requirements

All parking and loading areas shall provide for proper drainage of surface water to prevent the drainage of such water onto adjacent properties or walkways.

Section 603.00 Maintenance Requirements

The owner of property used for parking and/or loading shall maintain such area in good condition without holes and free of all dust, trash, and other debris.

Section 604.00 Lighting Requirements

Any parking area which is intended to be used during non-daylight hours shall be properly illuminated to avoid accidents.